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# NASA Procedural Requirements

**COMPLIANCE IS MANDATORY****NPR 8715.3C**Effective Date: March 12,  
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2013[Printable Format \(PDF\)](#)[Request Notification of Change](#) (NASA Only)

## Subject: NASA General Safety Program Requirements

**Responsible Office: Office of Safety and Mission Assurance**

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## Chapter 8. Safety for Facility Acquisition, Construction, Activation, and Disposal

### 8.1 Purpose

8.1.1 This chapter establishes procedural requirements for the safety and mission success of the NASA facility acquisition, construction, activation and disposal process. Facility operational safety requirements are covered in Chapter 3. Except in case of imminent danger, it is not the intent of this chapter to require upgrades to existing facilities to meet new codes.

8.1.2 NPR 8820.2, Facility Project Implementation Guide, provides requirements for incorporating safety criteria and requirements into project design criteria before the start of facility project design. Specific safety tasks to be accomplished during construction, operation, maintenance, and final disposition of a facility are documented in a Facility Safety Management Plan (FSMP) in accordance with NPR 8820.2, Facility Project Implementation Guide. The FSMP for each facility acquisition should include those tasks appropriate to the size and complexity of the project and the associated risks.

8.1.3 This chapter does not provide direct instructions to NASA contractors responsible for planning, architect-engineering design, or construction services. It provides requirements for the responsible NASA Center project management, contracting office, and safety assurance and fire protection organization personnel who implement safety programs essential to meeting each facility acquisition and construction work package in accordance with NPD 8820.2, Design and Construction of Facilities, and NPR 8820.2, Facility Project Implementation Guide.

### 8.2 Roles and Responsibilities

8.2.1 Center Directors shall:

- Ensure this NPR is applied to the CoF projects and facility maintenance projects (Requirement 25273).
- Ensure this NPR is applied to Center-approved facility projects according to the degree of safety policy impact and regulatory considerations on those projects ([Requirement 32486](#)).
- Ensure that the requirements in this NPR do not supersede more stringent requirements imposed by individual NASA organizations and other Government agencies ([Requirement 32487](#)).
- Use NASA-STD-8719.7, Facilities System Safety Guidebook, which provides for a review of the facility life cycle and the safety tasks that shall be accomplished during acquisition, modification, and test activities, and facility operations, maintenance, and disposal ([Requirement 32485](#)).
- Ensure that existing facilities undergoing major renovations meet national consensus codes in effect at the time of

the renovations ([Requirement 25272](#)).

*Note: Major renovations are any facility modifications controlled by a design review process as provided in NASA-STD-8719.7, Facility System Safety Guidebook.*

## 8.3 Facility Acquisition, Construction, and Activation Objectives

8.3.1 Center Directors shall ensure that NASA facility acquisition, construction, and activation safety activities:

- a. Identify, track, and resolve hazards at the earliest possible life cycle phase to eliminate risk to personnel and mission success and to minimize the cost and need for a retrofit program ([Requirement 32488](#)).
- b. Perform safety oversight functions to ensure compliance with NASA safety policies ([Requirement 32489](#)).
- c. Monitor facility construction, modification, repair, and rehabilitation for compliance with safety, fire protection, and building codes and standards ([Requirement 32492](#)).
- d. Provide for the programmatic and technical review of all proposed facility acquisition, design, and construction projects to assure that all safety requirements are specified and funded ([Requirement 32491](#)).
- e. Maintain current building configurations during all phases of the facility acquisition, maintenance, operation, and disposal process ([Requirement 32496](#)).
- f. Process any change to facility hardware, software, or procedures through the configuration management program ([Requirement 32497](#)).
- g. Include the safety inspection of all facilities, occupied or unoccupied, at least annually to ensure compliance with safety, fire protection, and building codes and standards ([Requirement 32498](#)).

8.3.2 For projects with safety or fire protection implications, Center Directors shall ensure that:

- a. NASA fire protection and safety personnel formally monitor fire protection and safety compliance efforts during the various phases of the projects ([Requirement 32493](#)).
- b. NASA fire protection and safety monitoring efforts are documented (Requirement).
- c. Fire protection or safety monitoring document(s) have formal concurrence from the safety office or fire protection office ([Requirement 32494](#)).

8.3.3 Center Directors shall ensure that:

- a. Any final inspection effort (operational readiness inspection, operational readiness review, test readiness review, pre-final inspection, final inspection) includes a safety and/or health representative (Requirement).
- b. All facility safety and health issues are documented, resolved, or adequately controlled prior to acceptance, activation, and operation ([Requirement 32495](#)).

## 8.4 Basic Requirements for Facility Acquisition, Construction, and Activation

8.4.1 Center Directors shall:

- a. Designate and assign facility safety program management responsibilities to a NASA Center SMA organization that is independent from the specific facility (user) management ([Requirement 32499](#)).
- b. Assure that the NASA fire protection and safety organizations review all proposed NASA-owned, controlled, or operated facility configuration changes and construction work change orders that have a potential fire protection or safety impact ([Requirement 32500](#)).

*Note: This does not preclude the use of checklists and other guidelines to assist the project in determining the potential fire or safety impact and necessary protection requirements.*

- c. Ensure compliance with EM 385-1-1, U.S. Army Corps of Engineers, Safety and Health Requirements or local Center requirements, whichever are most stringent, for construction undertaken at NASA site and facilities by the U.S. Army Corps of Engineers ([Requirement 32503](#)).

*Note: For related NASA-managed projects, EM 385-1-1 is considered an advisory document.*

## 8.5 Facility Managers

8.5.1 The Center Directors or designees shall:

- a. Appoint a facility operations manager or facility coordinator to oversee proper operation of the facility (Requirement 25195).

*Note: A safety coordinator may be appointed to assist the manager.*

- b. Ensure that the extent of each facility operations manager's authority is detailed in writing for the complete safety coverage of all facility operations ( Requirement 32509).

*Note: The Center safety office will interface with the facility operations managers or safety coordinators, as appropriate, to ensure proper safety program implementation.*

## 8.6 FSMP

### 8.6.1 Center Directors shall:

- a. Develop and maintain a written FSMP that includes facility acquisition, modification, test activities, operations, maintenance, and disposal to monitor timely completion of all required life cycle safety program tasks (Requirement 32510).
- b. Ensure that the FSMP includes a facility hazard analysis, hazard analysis tracking index, and hazard resolution verification in accordance with NASA-STD-8719.7, Facilities System Safety Guidebook (Requirement).
- c. Ensure that the FSMP is used to implement safety requirements including organizational responsibilities, resources, milestones, methods of accomplishment, depth of efforts, and integration with other program engineering and management activities ( Requirement 32511).
- d. Ensure that the FSMP includes applicable local directives, instructions, and guidelines for minor or normal acquisitions and facility modification projects, as a minimum ( Requirement 32512).
- e. Ensure that the FSMP contains a realistic milestone schedule commencing with the development of functional requirements during the facility conceptual development phase to monitor timely completion of all required safety program tasks for facility design (Requirement 32513).
- f. Ensure that all FSMP milestones support the scheduled facility need date or occupancy date, as appropriate (Requirement 32515).

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